

**Minutes of the Executive Board Meeting
Held Thursday, October 26th, 2023
5:30 p.m.**

Member	Agency	Present	Absent
Brian DeBolt	Kendall County Board	X (5:36)	
Mike Peters	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District	X	
James Bateman	Bristol Kendall Fire District		X
Darald Nelson	Village of Newark	X	
John Cornish	Oswego Fire District	X	
Scott Cryder	Lisbon Seward Fire District		X
Larry Nelson	Member at Large	X	
Greg Witek	Little Rock Fox Fire District	X	
Chris Funkhouser	City of Yorkville		X
Jennifer Jones Sinnott	Village of Oswego	X(5:36)	
Scott Mulliner	City of Plano	X	

Others present: Lynette Bergeron, KenCom Director (Remotely); Pamela Hurtig, KenCom Assistant Director; Gina Belmont, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant; Meagan Briganti, Kendall County GIS.

Greg Witek called the meeting to order at 5:30 p.m. and did a roll call with seven of the twelve members present, which resulted in having a quorum present to conduct a meeting.

Witek called for a motion to approve the agenda. Cornish made a motion to approve the agenda, seconded by D. Nelson. Discussion. All members present voting aye. Motion carried

Witek called for Public Comment – None

Witek called for Correspondence – None

Staff Report – Hurtig gave a Personnel Report as follows: KenCom is currently down four positions. We have sent out three Offers of Employment with an anticipated start date of November 6th. KenCom will be continually hiring until all positions are filled. We continue to appreciate our agency's assistance in posting our job on their social media websites. Training as follows: In-house October training will be Daily Observation Reports (DORs) in Frontline. The upcoming IPSTA conference in Springfield starts next week, October 22nd – 25th. Lynette, Adam, Jenny, and Cheryl will be attending. Project updates as follows: PowerPhone Total Response has been installed on all live and training computers. They will now start the process of mapping our incident codes. Frontline has been in use and continues to be updated with additional training resources for new hires. Collaboration exercises have been started with supervisors so they may assist in completing QA's for our large-scale incidents. Dual Toshiba UPS replacements have been shipped, and they will be in contact to have them delivered. L. Nelson gave an update on the UPS project, looking to be installed by mid to late November and turned on by the end of December. CESSA Protocol and Standards Committee decided to start working with PowerPhone as

their 1st vendor deciding protocol and standards, and the meetings with them have begun. Misc. Information as follows: Alert Activation fire portable radios update. Reprogramming of the radios is nearing completion. Sandwich FD is scheduled in the near future and there were a few portable radios that weren't available when ABeep was reprogramming with other agencies, but all should be wrapped as soon as possible. Cybersecurity & Infrastructure Security Agency (CISA) update. The State's Department of Innovation and Technology is offering free cyber risk assessments for all the PSAP's in Illinois. The service is provided by CrowdStrike Falcon Endpoint Detection & Response software. KC Technology Services will be scheduling an assessment for KenCom. The State of Illinois had a Text to 9-1-1 kickoff meeting on September 28th. KenCom is among the first group of PSAP's going live with the integrated text to 9-1-1. Intrado will be contacting PSAP's to gather information and is expected the first group will be live within two to four months. This will allow telecommunicators to start answering text to 9-1-1 calls directly from KenCom's Viper phone system and will present as a 9-1-1 call. Discussion ensued. Text to 9-1-1 totals for the month of September were 12.

Brian DeBolt and Jennifer Jones Sinnott joined the meeting at 5:36 p.m.

Approval of Closed Session Meeting Minutes - None

Consent Agenda – Witek called for approval of the consent agenda. L. Nelson made a motion, seconded by Peters to approve the consent agenda as follows:

- Treasurer's Report – June 2023 July 2023; August 2023; September 2023
- July 27th, 2023 Executive Board Minutes
- Approval for Chief James Bateman as the primary member and Asst. Chief Jeremy Messersmith to become the alternate member on the KenCom Operations Board.
- Approval for Sgt Gene Morton to replace Chief Jonathan Whowell as the primary member on the KenCom Operations Board.

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – L. Nelson stated the budget will be discussed tonight. There have been CD's opened and money market accounts that are earning good interest that were discussed at the last Executive Board Meeting.

Report of the Executive Board Chair – No Report.

Report of the Operations Board Chair – No Report.

Report of the Personnel Committee – No Report.

Report of the Strategic Planning Committee –

Witek called for Old Business:

Discussion of 2-1-1 – None

Whistle Blower Policy – Not completed

UPS Update – Discussed in staff report.

Other Old Business – None

Witek called for New Business:
Executive Board Closed Session Audio Destruction – None

Transfer \$100,000 from ETSB General Fund to the Building Fund – DeBolt made a motion to approve the transfer of \$100,000 from the ETSB General Fund to the Building Fund, seconded by Jones Sinnott. All members present voting aye. Motion carried.

Transfer \$1,500,000 from the ETSB General Fund to the Equipment Fund – L. Nelson made a motion to approve the transfer of \$1,500,000 from the ETSB General Fund to the Equipment Fund, seconded by Cornish. All members present voting aye. Motion carried.

Semi-Annual Closed Session Review – Thompson made a motion for the closed session meeting minutes to remain closed, seconded by D. Nelson. All members present voting aye. Motion carried.

Enroute CAD Server – Bergeron stated the server for our old CAD system died about three months ago. IT states there are at least two bad hard drives. The server was purchased in 2007, and due to the security risk, IT does not like it on the network. Bergeron continued that it was presented to the Operations Board and Finance Committee and there was a consensus to hold onto the server for a year and then dispose of it. L. Nelson made a motion to hold the old server on shut down mode for one year and dispose of it thereafter, seconded by Cornish. Discussion. All members present voting aye. Motion carried.

Appointments of Operations Board Members – Witek stated there are many instances where members of the Operations Board need to be replaced and the Executive Board makes those appointments. Due to the Executive Board meeting quarterly, it can be months before those new members can vote. L. Nelson made a motion that a formal letter from any agency to the Director can create an Operations Board voting member on an interim basis until the Executive Board meets again to affirm that, seconded by DeBolt. Discussion. All members present voting aye. Motion carried.

Fiscal Year 2024 Operations Budget – Bergeron reviewed the draft Fiscal Year 2024 Operations Budget. DeBolt made a motion to approve the Fiscal Year 2024 Operations Budget, seconded by L. Nelson. During the discussion, L. Nelson reminded all the agencies that KenCom has a surplus this year, which is not raising individual contributions. That can change each year depending if there is a surplus and can have an increase. A roll call was taken with all nine members present voting aye.

Fiscal Year 2024 Surcharge Budget – Bergeron reviewed the draft Fiscal Year 2024 Surcharge Budget. DeBolt made a motion to approve the Fiscal Year 2024 Operations Budget, seconded by L. Nelson. Discussion. A roll call was taken with all nine members present voting aye.

Kendall County Broadband Internet for unserved and underserved – Meagan Briganti from Kendall County GIS stated they are bringing broadband to the entire County and will be serving unserved and underserved people who are mainly in the south and southwest ends of the County. They are going to build the backbone of a very high-speed internet broadband connectivity for all their institutions that are serving the public. Briganti stated their partner and investors are going for grants with the Illinois Broadband Office. They need to show they have letters of support from all their institutions. The goal is for the network will be more reliable and faster and at the very least cheaper. Discussion ensued. Jones Sinnott made a motion to sign the letter contained in the packet, seconded by DeBolt. Discussion. All members present voting aye. Motion carried.

2024 Holiday Schedule – L. Nelson made a motion to approve the 2024 Holiday Schedule, seconded by Thompson. Discussion. All members present voting aye. Motion carried.

2024 Executive Board Schedule – Thompson made a motion to approve the 2024 Executive Board Schedule, seconded by Jones Sinnott. Discussion. All members present voting aye. Motion carried.

Other business from the floor – None

Closed Session – None

The next scheduled Executive Board Meeting is Thursday, November 21st, 2023 at 5:30 p.m. at the Plano Police Department lower-level training room. Jones Sinnott made a motion to adjourn the meeting, seconded by Cornish. All ten members present voted aye. Motion carried. The meeting adjourned at 6:25 p.m.

The meeting was recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary